



## Draft Manuka Reserve Management Plan

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# **1. Introduction**

## **1.1 Primary Purpose of Manuka Reserve**

The primary function of Manuka Reserve is to enable both passive and active recreation, as well as provide educational opportunities, in a safe natural environment where native birds and wildlife can flourish.

Manuka Reserve is to provide a facility for schools, neighbours, volunteers and other community members to participate directly in the development of a natural landscape that is rich in native and exotic flora, including rare and endangered species.

The Manuka Reserve stream and attenuation ponds are to create a healthy habitat for a diverse range of aquatic wildlife and riparian plants, in addition to functioning as an effective stormwater channel.



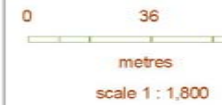
Masterton  
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## MANUKA RESERVE



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## 1.2 Manuka Reserve Description

<b>Classification:</b>	Lot 13 DP 75346 is Recreation Reserve Lot 2 DP 302622 is Local Purpose Reserve (Access way).
<b>Location:</b>	Manuka Street.
<b>Access:</b>	Accessible from both Manuka Street and Cody Crescent. A lime path links the two.
<b>Area:</b>	1.2497ha
<b>Legal description:</b>	Lot 13 DP 75346, Lot 2 DP 302622.
<b>Valuation number:</b>	Lot 2 DP 302622 - 1803062404 Lot 13 DP 75346 - 1803062400
<b>Assets:</b>	Open space.
<b>Landscape description:</b>	Backing onto a recent subdivision the Reserve landscape is being developed with planting of native and exotic trees and shrubs. Although extensive planting has already been done within the Reserve there are still many areas that will stay as open spaces to support passive recreation. An open stormwater drain stretches the length of the Reserve and runs into an attenuation pond by the Cody Crescent entrance. A lime pathway has been developed between Manuka Street and Cody Crescent allowing access to the various habitats.
<b>Development proposed:</b>	The Reserve is part of a community project that involves creating natural habitats in the hope that native birds and wildlife can be attracted to the area. Any future planting or other developments will be consistent with this project.

## History:

Manuka Reserve is formed on part of what was known as the “Williams Reserve”, donated to the Masterton Borough Council by the Williams family. The first mention of the gift is in the minutes for the ordinary meeting of Council on 20 September 1938.

The land was officially taken over by the Masterton Borough Council in 1940. In a letter to the solicitor for the Municipal Association of New Zealand, the town clerk stated members of the Williams family gave the land “for the general purposes of the corporation”.

The gift of land was given to the council without any conditions regarding ultimate use. Lot 13 was classified Recreation Reserve in 1992 with lot 2 classified as Local Purpose Reserve in 2001

## 1.3 Purpose of this Reserve Management Plan

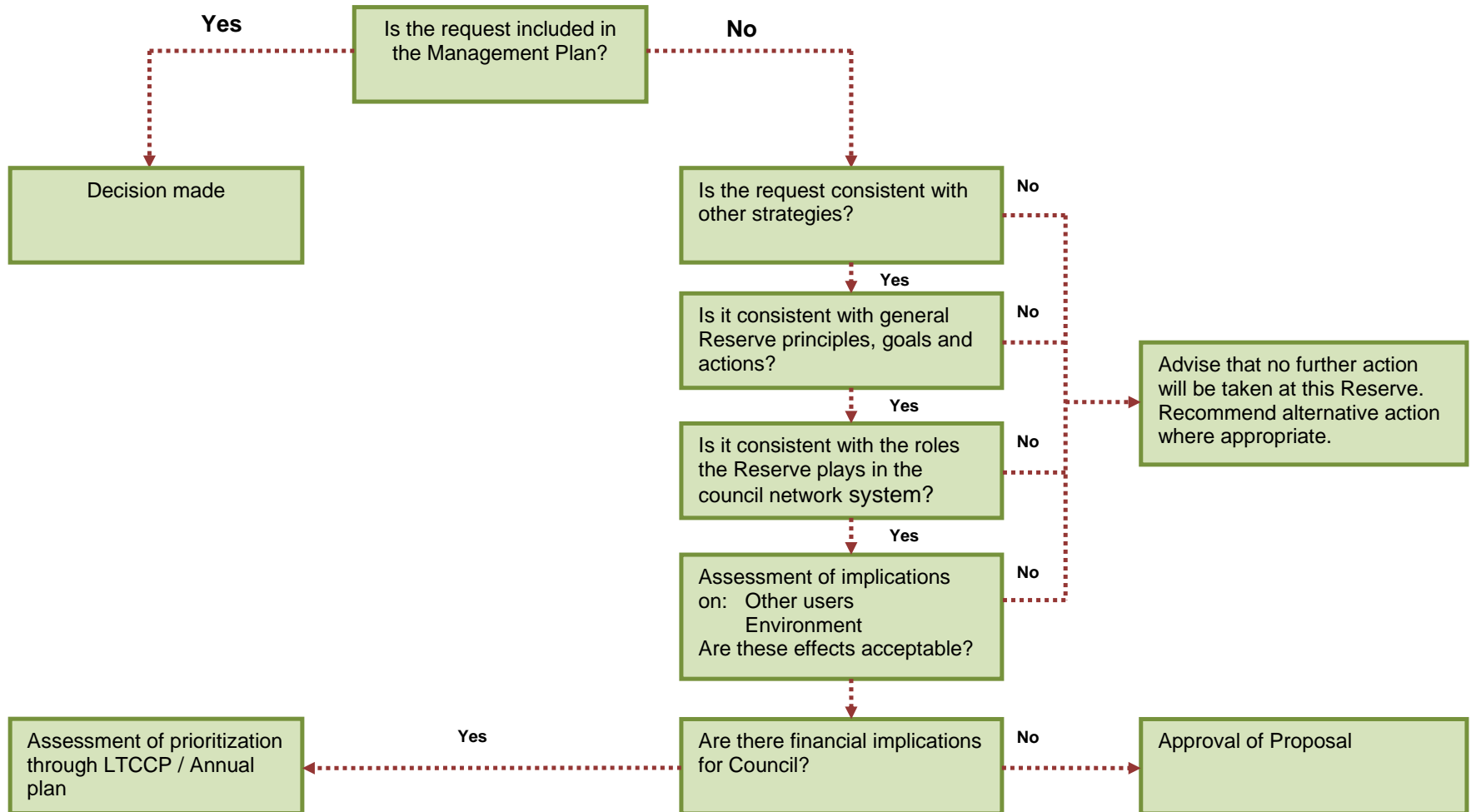
The purpose of this Reserve Management Plan (‘RMP’) is to provide a vision for the future management of Manuka Reserve.

This RMP for Manuka Reserve, administered by the Masterton District Council (MDC), ensures Manuka Reserve contributes to the environmental, cultural, social and economic well being of the community by;

- defining the Reserve purpose and uses
- guiding the day to day operation and management
- providing landscape and development planning

## 1.4 The Decision Making Process for New Requests

As the Manuka RMP has been developed for a 10 year review period there are likely to be proposals within this period that are not specifically included as actions in the management plan. The following process will be used to decide whether or not to proceed with these proposals



## 1.5 The Reserve Management Plan Procedure

The procedure for preparing the RMP is set out in the Reserves Act 1977. This procedure is summarised in the table below.

This RMP will be on a 10 year review cycle so that it can adapt to changing circumstances. This review process will be in accordance with the Reserves Act (1977) and the Long Term Community Council Plan (LTCCP). The RMP will then provide the vision and direction for the development of the Reserve and ongoing day to day use, operation and management.

<b>Notification of Intent to Prepare a Reserve Management Plan</b>	Council resolves to develop a Reserve Management Plan and notifies the community of its intention.
<b>Liase with Key Stakeholders &amp; Interested Parties</b>	Council Officers hold discussions and receive suggestions from identified key stakeholders. This feedback is considered in the preparation of a First Draft Reserve Management Plan.
<b>Preparation of the Draft Reserve Management Plan</b>	Council Officers prepare the First Draft for approval by the delegated Council Committee. The First Draft is amended accordingly and released as the Draft Reserve Management Plan for public to make submissions.
<b>Public Submissions</b>	For a minimum of two months, written submissions on the Draft Reserve Management Plan are received from the community. Submitters indicate whether they would like to verbally present their submissions at a council hearing.
<b>Council Hearing</b>	The delegated Council Committee holds a hearing for verbal submissions to be made.
<b>Amendments and Adoption of Reserve Management Plan</b>	Council Officers amend the Draft Reserve Management Plan as a result of submissions received. Council then adopts this final Reserve Management Plan.
<b>Implementation of Reserve Management Plan</b>	The Reserve Management Plan is then implemented through the LTCCP and Council operational planning. This includes the day to day management of the Reserve and the development of the Reserves' vision.



## **2. Legislation and Planning Framework**

The Act does not stand alone in providing guidelines and principles in the protection, use and development of Manuka Reserve for MDC. A hierarchy of legislations and MDC strategies and objectives guide the framework for this management plan. The legislation, strategies and objectives include Treaty of Waitangi (1840) principles embedded in their guidelines.

The following documents and processes have been considered in the preparation of this management plan.

### **2.1 Agenda 21**

Agenda 21 was the main outcome of the United Nations Conference on Environment and Development (UNCED). It provides a common global framework for balancing economic considerations, with environmental needs. MDC has adopted Agenda 21 and this RMP reflects those values.

### **2.2 Asset Management Plan**

All Reserve assets are detailed in the MDC Parks and Reserves Asset Management Plan. The purpose of this AMP is to manage assets over their life in the most cost-effective manner; to provide a specified level of service; which is physically and financially sustainable; and complies with statutory requirements.

The Local Government Amendment Act (No:3) 1996 (LGAA) requires local authorities to prepare and adopt a long term (10 year plus) financial strategy every 3 years, taking account of asset creation/ realisation and loss of asset service potential and having regard for the benefits and costs of different options.

The asset management plan provides a framework for technical, economic and financial inputs relating to infrastructure assets and their impact on long-term financial strategies.

## 2.3 Fencing Act 1978

The Fencing Act 1978 sets out the general principle that the occupiers of adjoining land share equally the cost of erecting an adequate boundary fence. It also provides the procedures whereby a decision is reached, either by negotiation between the parties concerned or by the District Court, as to the appropriate type of fence, sharing of costs and other factors. In accordance with the Fencing Act 1978 Council as legal owner and occupier of reserves will share costs on a 50:50 basis with adjoining property owners except where a fencing covenant is in effect.

## 2.4 Greater Wellington – Regional Pest Management Strategy

This Pest Management Strategy is prepared under provision of the Biosecurity Act 1993. The Greater Wellington Regional Council sees pests (both plant and animal) as a serious threat to our natural environment and agricultural industry. Controlling these pests is an important part of protecting the region's natural environment and the productive capacity of land, contributing to a high quality environment and a prosperous and viable region. Masterton District Council takes seriously its responsibilities under this strategy;

“...each TLA is required to control pests on land that it owns or occupies (including roadside verges for which that TLA is responsible) in accordance with the strategy rules...”

## 2.5 Greater Wellington – Riparian Management Strategy

The purpose of this Riparian Management Strategy is to get the riparian margins of more rivers and streams in the Region managed in a way that helps realise these environmental outcomes:

- Improved water quality
- Improved aquatic habitat
- Healthier river ecosystems
- The building of ecological links through the wider landscape
- Halting the decline of regional biodiversity
- Improved ability for Maori to exercise their traditional use of and guardianship over water and its environs
- Improved community recognition of the part streams play in environmental systems, and consequent improved care for those streams by the community.

## 2.6 Long Term Council Community Plan (LTCCP)

The Long-Term Council Community Plan (LTCCP) is a central requirement of the planning and accountability regime introduced by the Local Government Act 2002 ('LGA').

The overall aim of the LGA is to strengthen local democracy and the sustainable wellbeing of communities through a process of identifying community outcomes and monitoring progress towards their achievement. Accordingly this RMP will contribute to the following community outcomes:

- Sustainable use of environment;
- Vibrant, strong & healthy communities;
- Equitable society; and
- Grow Masterton

To achieve this all Council reserves will:

- Protect, preserve and enhance the natural environment;
- Provide recreational opportunities for locals and visitors;
- Encourage physical activity and healthy lifestyles by offering attractive environments for recreation;
- Provide safe environment for our community to socialise.

## **2.7 Masterton District Council Consolidated Bylaw 2008**

This Bylaw draws on the New Zealand Standard Introductory Model Bylaw from the 9201 series (NZS 9201). The NZS 9201 series are model Bylaws covering various matters under local authority jurisdiction. Local authorities are empowered under a variety of Acts including the Local Government Act 2002 to make Bylaws. This RMP should be read in conjunction with the Masterton District Council Consolidated Bylaws 2008, with particular reference to:

- Part 2 – Public Places
- Part 3 – Trading in Public Places
- Part 7 – Control of Dogs
- Part 9 – Cemeteries and Crematoria
- Part 13 - Traffic

## **2.8 Masterton District Council Smoke-free Policy**

The RMP will comply with requirements of the Smoke-free Environments Amendment Act 2003 and any Smoke-free policy adopted by Council. This may include signs and publicity that encourages public to refrain from smoking in Council owned open spaces.

## **2.9 NZS 8630 – Tracks and Outdoor Visitor Structures**

NZS 8630 provides specifications for the design, construction, and maintenance of tracks and outdoor visitor structures. It is aimed at encouraging consistent standards for tracks and outdoor visitor structures New Zealand wide. Application of these specifications at Council Reserves will ensure that tracks and outdoor visitor structures provide the right level of service to meet track users' recreation and safety needs, and will help protect the facilities and the environment from damage.

## **2.10 Operable District Plan**

The District Plan is prepared and administered by the Council to provide a sound environmental framework for the use, development and protection of the district's resources.

The District Plan provides for local issues and needs but also takes into account regional and national concerns and goals for resource management. This RMP also seeks to be consistent with, and wherever practical, integrate those principles and goals of sustainable management.

## **2.11 Parks and Reserves Maintenance Contract**

This document provides all relevant information required to maintain district Reserves to the required standards.

## **2.12 Property Law Act 2007**

In accordance with the Property Law Act 2007 the council may make an application to remove or trim trees within any MDC Reserve. Section 333 of the Property Law Act 2007 states;

“(1)A court may, on an application under section 334, order an owner or occupier of land on which a structure is erected or a tree is growing or standing—

- (a) To remove, repair, or alter the structure; or
- (b) To remove or trim the tree.”

## 2.13 Reserves Management Act 1977

This Reserve Management Plan has been prepared under the provisions of the Reserves Act 1977 (“the Act”).

Section 41 of the Act states:

“The Management Plan shall provide for and ensure the use, enjoyment, maintenance, protection and preservation, as the case may require, and to the extent that the administering body’s resources permit, the development as appropriate, of the reserve...”.

Section 23 of the Act states that Local Purpose areas provided for:

“...the purpose of providing and retaining areas for such local purpose or purposes as are specified in any classification of the reserve.

(2) It is hereby further declared that, having regard to specific local purpose for which the reserve has been classified, every Local Purpose Reserve shall be so administered and maintained under the appropriate provisions of this Act that -

(a) Where scenic, historic, archaeological, biological, or natural features are present on the reserve, those features shall be managed and protected to the extent compatible with the principal or primary purpose of the reserve...

## 2.14 Resource Management Act 1991

In accordance with the Resource Management Act 1991(RMA) all RMP’s will;

"Promote the sustainable management of natural and physical resources. To manage the use, development, and protection of natural and physical resources in a way, or at a rate, which enable people and their communities to provide for their social, economic, and cultural well being..."

“Sustaining the potential of natural and physical resources (excluding minerals) to meet the foreseeable needs of future generations”;

“Safeguarding the life-supporting capacity of air, water, soil and ecosystems”; and,

“Avoiding, mitigating or remedying, any adverse effects of activities on the environment” (Section 5a)

### **3. Goals and Objectives**

The following goals and objectives are intended to guide the day-to-day management of Manuka Reserve administered by Council.

This is to be achieved through:

- Ensuring that Manuka Reserve is managed for the enjoyment and use of the local community and visitors, now and in the future;
- To allow and encourage public use that is compatible with the primary purpose of Manuka Reserve;
- To encourage community participation in the management and development of Manuka Reserve in accordance with the provisions of this management plan;
- To conserve and enhance the flora, fauna and natural environment for the enjoyment and education of all visitors to the Manuka Reserve; and
- To ensure landscaping and development that best reflects the identity of Manuka Reserve and surrounding environment.

### 3.1 Administration

- Goal:** To administer Manuka Reserve in accordance with the Reserves Act 1977, this Reserve Management Plan, the District Plan and the relevant Parks and Reserves Bylaws.
- Rationale:** Policies are set by resolution of Council upon recommendation of the appropriate Committee. General management of the reserve is the responsibility of the Manager Assets and Operations, and this responsibility is delegated to the Parks and Recreation Manager. Presently, (2008) the reserves are maintained under a Parks and Reserves Maintenance Contract administered by Council, however Council retain the right to review this at any time.
- Implementation:** Administration and management of Manuka Reserve will remain the responsibility of the Council and will be managed by Council Officers in accordance with the requirements of the Reserves Act 1977, the objectives and policies outlined in this reserve Management Plan, current Bylaws and the District Plan.

Manuka Reserve will be maintained by volunteers, community groups and contractors according to the specifications set in the Masterton District Parks Maintenance Contract and at the direction of the Parks & Recreation Manager.

- Upon adoption of this RMP, Council Officers will establish the 'Friends of Manuka Reserve Action Group', consisting of members from council, volunteers and funding agencies. This group will form a committee and the chairperson will liaise with Council for the day to day running of Reserve.

Any activity or development not already contained in this management plan may be considered upon application to the Parks & Recreation Manager, providing that activity is consistent with the legislation and planning framework outlined. Any major change of objectives and policies would initiate a management plan review.

Capital renewals and new development works will be considered through the LTCCP process and should encourage and support partnerships with relevant user groups.

## 3.2 Buildings, Structures and Park Furniture

**Goals:** To enhance the visitor experience through the provision of appropriate park furniture, buildings and equipment and to maintain and upgrade existing buildings and structures as required.

**Rationale:** All new buildings and structures should be kept to a minimum number and design should reflect the natural character and setting of Manuka Reserve, however some buildings or structures may be considered necessary for the enjoyment and full utilisation of the reserve; this could include but may not be limited to shelters, toilets, benches, tables, refuse bins and lights.

**Implementation:** The design, colour, materials and position of structures will be compatibility with and enhance the natural environment of Manuka Reserve.

All new buildings, structures and park furniture will be made from durable materials and will need to be resistant to vandalism and theft.

All new buildings, structures and park furniture will be constructed by suitably qualified and experienced persons and will conform to the requirements of the District Plan, Council Bylaws, and have the appropriate consents.

There will be regular inspections, reporting and maintenance as required.

### 3.3 Fencing

**Goals:** To define the Manuka Reserve boundary lines both to protect Manuka Reserve values and also to mitigate any adverse effects on neighbours.

**Rationale:** The Fencing Act 1978 sets out the general principle that the occupiers of adjoining land share equally the cost of erecting an adequate boundary fence. It also provides the procedures whereby a decision is reached; either by negotiation between the parties concerned or by the District Court, as to the appropriate type of fence, sharing of costs and other factors.

**Implementation:** Council will erect and maintain boundary fences and barriers to meet its obligations under the Fencing Act 1978. As Manuka Reserve is an urban reserve Council will meet half cost of a paling fence (3 rails) to 1.8 metres high, unless a fencing covenant applies.

The design, colour and materials of fences will be compatible with and enhance the natural environment of Manuka Reserve.

### 3.4 Historic Values and Features

**Goals:** To identify, preserve and enhance the historic values, features, sites and structures within Manuka Reserve.

**Rationale:** Some of Masterton's reserves boast a history that spans over a century and may contain culturally significant sites, monuments and memorials (e.g. Settler's Reserve commemorates the first settlers of Masterton). It is not always well documented where items or sites of interest may be located so care should be taken to preserve these values when such items are discovered on a site.

**Implementation:** Should historical assets be found at Manuka Reserve these will be evaluated and receive appropriate protection and enhancement.

Plaques, memorials or monuments will not be installed at Manuka Reserve without written approval from Council.

Any research into the historical development of Manuka Reserve will be encouraged and where possible interpreted for the public in an appropriate manner.

Work should stop immediately and Council be informed should earthworks expose items of cultural or historical significance such as bones, artefacts, pre 1900 structures, etc.

### 3.5 Leases, Licenses & Concessions

**Goals:** To allow permanent or temporary commercial activities that provides a service or attraction that contributes to the public enjoyment and primary use of Manuka Reserve.

**Rationale:** In accordance with Sections 54 and 61 of the Act, which cover the leasing of Recreation and Local Purposes Reserves, MDC has the authority to lease reserves that have been vested in it.

As a result leases, licences or concessions should only be granted for Manuka Reserve if the activities being carried out are consistent with the purposes and objectives stated within this RMP. No lease shall be transferable unless approved by Council, and should the lessee no longer require the land, then the lessee shall surrender the lease to Council. In the case of Local Purpose Reserves, a lease may be granted without public consultation.

**Implementation:** Licenses and leases will only be granted for activities that are of a recreation nature; are consistent with the primary use of the reserve; and are considered a benefit to the community.

Applicants will be invited to re-negotiate existing leases and licences prior to expiry. Exceptions to this may occur where:

- Council is dissatisfied with a lessee's performance, or for any reason does not consider a new lease to be appropriate.
- The lessee does not wish to renew the lease.
- The lease area is subject to redevelopment in which case renewal of an existing lease may not be appropriate.

New leases will not be publicly notified unless the primary use of the reserve is to change.

Where appropriate Council will charge lease and license fees (including rates where applicable).

### 3.6 Offences, Vandalism and Prohibitions

**Goals:** To ensure the safety and security of all park users and neighbours by preventing offences.

**Rationale:** The Reserve is for the enjoyment and use of everyone in perpetuity. Vandalism and offences against the Reserve can threaten the long-term viability of the area and can result in increased maintenance costs to the Council.

Dogs are companions of people or they provide security and or act as guides for those who require it. However, when they are not suitably controlled they cause a nuisance to other users or to other dogs. Manuka Reserve is not a designated dog exercise area. All horses are prohibited on Reserves unless authorised by Council.

Excessive noise on Manuka Reserve may interfere with users of Manuka Reserve and therefore must be regulated. In addition, the RMA 1991 ensures that neighbouring properties are not affected by noise from Reserve users.

**Implementation:** Council Officers may carry out the following actions if offences, vandalism or prohibitions are being undertaken within Manuka Reserve:

- Request the perpetrator(s) to leave the Reserve
- Trespass the perpetrator(s) from the Reserve
- Reclaim reinstatement of cost once perpetrator(s) has been identified
- Prosecute the perpetrator(s) where deemed appropriate

Noise levels must comply with the District Plan and Section 16 of the RMA (1991).

Graffiti (tagging) and vandalised items will be removed or repaired within three working days of being detected and offensive graffiti will be removed as a matter of urgency in accordance with maintenance contract.

Council retains the right to restrict or prohibit any activities within Manuka Reserve that may be considered detrimental to Manuka Reserve management objectives.

### 3.7 Overnight Camping

**Goals:** To prohibit unauthorised camping on Manuka Reserve.

**Rationale:** Camping is defined as use of any tent, vehicle, equipment or structure for temporary personal accommodation. Overnight camping can have adverse effects on the natural values of the Reserve and on the experience and safety of visitors.

**Implementation:** Signs will be erected in the Reserve advising visitors that overnight camping is not permitted without written approval from Council.

All applicants seeking approval must write to the Parks and Recreation Manager at least ten working days before the event. The Parks and Recreation Manager will give approval when evidence has been provided that the adverse effects of camping can be avoided, mitigated or remedied and that such approval will not compromise the enjoyment of other Reserve visitors.

Any person(s) found to be camping without approval shall upon request by an authorised Council Officer, immediately leave the Reserve and shall nevertheless remain liable for prosecution.

### 3.8 Playgrounds and Play Equipment

**Goals:** To provide and maintain safe and enjoyable play equipment at appropriate parks and reserves.

**Rationale:** As Manuka Reserve is promoting a natural environment it is not considered an appropriate facility to locate playground structures.

**Implementation:** Active recreation equipment would only be considered if it is directly related to the natural planting and fauna values of Manuka Reserve.

### 3.9 Paths and Tracks

**Goals:** To provide paths and tracks on Manuka Reserve to enhance the visitor experience and minimise adverse effects on the environment.

**Rationale:** Paths and Tracks provide both recreational opportunities and safe pedestrian links across the Reserve. Encouraging users to stay on the tracks also protects vegetation and lawns from damage and overuse.

**Implementation:** Tracks will be constructed and maintained in accordance with Standards New Zealand, Tracks and Outdoor Visitor Structures Handbook, NZS 8630.

Written approval must be obtained from the Parks and Recreation Manager prior to the development of any tracks in Manuka Reserve.

Cycling will be permitted on tracks over Manuka Reserve unless specifically prohibited and indicated with signage.

### 3.10 Public Access and Closure

**Goals:** To make Manuka Reserve as accessible as possible to the whole community.

**Rationale:** Section 53 of the Act generally allows public access to the Reserve at all times. It may however be necessary to close part or all of the Reserve to the public for maintenance, safety reasons, and protection of natural values or to enable particular events to be staged.

**Implementation:** If required, Manuka Reserve may be closed to the public and a rental charged for entry by an organisation staging a special event subject to Section 53(1) (e) of the Reserves Act 1977. Council officers will provide as much notice as possible should it be necessary to close Manuka Reserve or any part of it.

Access points to Manuka Reserve shall be maintained or enhanced to ensure the public have freedom of entry and access and users feel safe in Manuka Reserve.

### 3.11 Public Consultation

- Goal:** To provide the public with the opportunity to consult with Council on how Manuka Reserve is to be developed, operated and maintained.
- Rationale:** The Act requires that public consultation takes place whenever land is declared to be Reserve; whenever land is classified, reclassified or revoked; whenever a management plan is prepared; and whenever a Reserve that has no management plan is leased. Council is empowered by Section 120 (3) of the Act to determine its own procedure for hearing submissions received as a result of public consultation. However, it is required by Section 120(1) (d) of the Act to give full consideration to every objection or submission received before any decisions are made. This includes giving reasonable opportunity to present submissions directly to Council if required.
- Implementation:** When seeking public submissions a notice of intention will be erected at entrances to Manuka Reserve and published in local newspapers calling for submissions to be made. Personal letters will also be posted out to those parties that have registered a particular interest in Manuka Reserve, including members of the 'Friends of Manuka Reserve Action Group'. Council will receive the written suggestions and consult with identified key stakeholders. The suggestions from all parties will be taken into consideration in the preparation of this RMP and any subsequent development proposals.

### 3.12 Recreation Opportunities

- Goals:** To enhance the environmental, social, and cultural well beings of the community through provision of safe well maintained Reserves including Manuka Reserve.
- Rationale:** Recreation Reserves offer a wide range of opportunities for socialising and physical activity including competitive sports, walking and nature study.
- Implementation:** Council will promote the use of Manuka Reserve as a recreational and educational resource. A variety of different activities will be encouraged including;
- Walking or jogging through the Reserve
  - Becoming involved with planting and gardening within the Reserve
  - Taking family/friends for a picnic
  - Taking time out to sit and relax in the tranquil settings.

### 3.13 Signs

**Goals:** To provide adequate signage to inform and direct visitors and where appropriate educate on the natural, cultural, historic and heritage values of Manuka Reserve.

**Rationale:** A well designed Reserve will ensure an adequate number of signs to direct and inform visitors, but will also limit signage to minimise the number of structures in the reserve.

**Implementation:** Signs will be erected in appropriate positions that will give the name of Manuka Reserve and other relevant information. Use of advertising signs for commercial gain is prohibited unless approved by Council.

All signs will be constructed from durable materials to minimise the potential for vandalism and written approval must be given by the Parks and Recreation Manager.

All signs should be designed to the standard park colours, styles and materials and conform to the District Plan.

All signs must be maintained regularly.

Event and activity organisers may be allowed to display temporary signs subject to prior written approval from the Parks and Recreation Manager.

### 3.14 Sustainability

**Goals:** To develop Manuka Reserve so that it meets the needs of the present generation without compromising the ability of future generations to meet their own needs.

**Rationale:** There is a legal and moral obligation for Council to manage all its assets in a way that ensures economic and environmentally sustainability.

**Implementation:** Manuka Reserve will be promoted as a place that encourages most appropriate practices for sustainable management of the environment.

To assess the environmental effects of proposed activities and to avoid, mitigate or remedy adverse effects in accordance with the objectives and policies set out in this RMP.

When considering applications for new or renewed activities and uses affecting the Manuka Reserve to:

- Provide for activities and uses that are sustainable and contribute to a sustainable region.
- Discourage or prohibit activities and uses that are unsustainable, detract from a sustainable region or are incompatible with Manuka Reserve values.

### 3.15 Vegetation

**Goals:** To develop and maintain a safe and attractive landscape that is in accordance with the Landscape and Planting Plan and which provides a healthy habitat for native birds and wildlife.

**Rationale:** A well designed landscape and carefully planned plantings enhance the visitor experience. When appropriate species are selected and plants are well maintained an environment can be created that meets the expectations of visitors and neighbours as well as attracting and sustaining wildlife. When inappropriate species or locations are selected, or plantings and trees are not maintained to proper standards, this may impact negatively on visitors and neighbours.

Providing a Landscape and Planting Plan ensures that Council, Contractors and Volunteers all share a common understanding of the overall landscape design and the approved species to be used. When all parties adhere to the Landscape and Planting Plan then maintenance costs are reduced, the health of the plants is improved and there is a greater level of satisfaction among visitors and neighbours.

**Implementation:** Council Officers will continue to work with community groups interested in the re-vegetation of Manuka Reserve and will establish the 'Friends of Manuka Reserve Action Group'. The chairperson will liaise with Council regarding the day to day running of Manuka Reserve.

Council will develop a Landscape and Planting Plan that is consistent with industry standards and current best practice and all plantings on Manuka Reserve are to be in accordance with this plan. All trees and shrubs that are planted in Manuka Reserve become the property of Council.

The Landscape and Planting Plan will;

- Designate locations of native and exotic species as appropriate and will not include plants identified by Greater Wellington Regional Council or Department of Conservation as being noxious or undesirable.
- Define open areas of green space for passive recreation. Some open space areas may, if considered appropriate, include native or exotic shade trees. Provision of shade will be in accordance with any shade policy current at that time.
- Consider the effect trees and shrubs will have, both at the time of planting and at maturity, upon underground and overhead services.
- Ensure that open waterways are planted in accordance with Greater Wellington Regional Councils riparian management strategy.

Management and maintenance of trees, shrubs, grass and weeds shall be in accordance with Masterton District Parks Maintenance Contract. (see appendix1)

- Mowing to be in accordance with grade 7 of section 10.1 of the contract and grass to be kept within fire safety guidelines
- Weed Control to be in accordance with grade 3 of section 10.2 contract. Herbicides may be used where alternative vegetation control cannot be practically or economically undertaken. Application of sprays will be done in accordance with manufactures instructions and appropriate public notice will be given.
- Hedge Maintenance to be in accordance with section 10.5 of the contract
- Tree Maintenance to be in accordance with section 10.6 of the contract and in accordance with sound arboriculture practices.

Trees of significant aesthetic, cultural, environmental, or historical value (or other values deemed appropriate by Council Officers) will be identified and appropriately protected.

Trees and shrubs will be removed only when an authorised Council Officer assesses that;

- Plants are in poor health or damaged beyond the likelihood of recovery.
- There is danger to life or property that cannot be rectified by pruning.
- Removal of trees will contribute to the health and appearance of the remaining trees.
- Plants are, or may in future, affect an adjacent property (e.g. shading, loss of views, root damage).
- Plants are, or may in future, encroach on services (underground or overhead)
- Planting was unauthorised and/or not consistent with the Landscape and Planting Plan.

The authorised Council Officer may, if appropriate, transplant a tree to another suitable site as an alternative to complete removal.

The unauthorised removal or damage of plant material may result in prosecution under Section 94 of the Reserves Act (1977).

### 3.16 Vehicles

**Goals:** To prohibit the use of all motorised vehicles (e.g. cars, utes, motor bikes, scooters, mopeds) in Manuka Reserve except in any designated parking areas and roads; maintenance and emergency vehicles; and those associated with approved activities.

**Rationale:** All motorised vehicles (including motorbikes and trail bikes) can have an adverse effect on the natural values of a Reserve and on the experience and safety of visitors to a Reserve.

**Implementation:** Appropriate signs will be displayed to advise visitors that unauthorised vehicles are not permitted in the Reserve.

At the discretion of Council, vehicles associated with approved activities may be permitted on Manuka Reserve. Such vehicles would be subject to conditional terms of occupation, and may be required to pay a bond against damage.

Any person(s) found riding or driving an unauthorised vehicle on Manuka Reserve shall upon request of an authorised Council Officer, immediately leave Manuka Reserve but shall nevertheless remain liable for prosecution for the offence.

## **Appendix I**

### **Parks and Reserves Maintenance Contract – Section 10 Technical Specifications**

#### **10.1 Mowing Operation**

The grass mowing specification details standards for each type of grass cutting operation, in terms of the maximum height the grass may be allowed to reach before cutting takes place and minimum allowed height to which the grass shall be cut on occasion. In addition the Contractor shall ensure that grass arrears are kept to an even length and standard throughout each designated area. Grade 7 mowing allows a maximum height of 75mm and a minimum height of 40mm.

Mowing shall be carried out as close as possible to boundaries, fixtures, obstructions and inaccessible mowing areas. Moveable obstructions shall be removed to facilitate cutting and replaced before the Contractor leaves the site. The Contractor shall ensure that all movement of the machine, whether mowing, turning or in transit, does not damage the sward or its finished appearance. Particular care must be taken to avoid wheel damage, ribbing, skidding, scalping or effects of the fast turns and plant and machinery shall not make contact with trees and fixtures in mowing operation.

#### **10.2 Weed Control**

The edges and hard surface vegetation control specification details standards for each vegetation control operation, in terms of maximum height and maximum spread the vegetation may be allowed to reach before vegetation control takes place. Grade 3 vegetation control allows a maximum height of 75mm and a maximum spread of 100mm.

Where manual or mechanical methods of control are used, the Contractor shall use clippers or some other mechanical devices that make a precise even cut of the protruding vegetation. The Contractor shall ensure that all chemical control methods shall be undertaken in accordance with all relevant Council policies, Acts, Regulations, Bylaws, including but not limited to; Health and Safety Employment Act 1992, recent edition of the New Zealand Agrichemical and plant protection manual, New Zealand Standard: Agrichemical Users' Code of Practice, and the Wellington Regional Council Air Quality Plan.

## 10.5 Hedge Maintenance

Juvenile hedges shall be trained in such a way that they form a well-structured healthy hedge. Final height shall be determined by the Engineer [Parks & Recreation Manager]. Juvenile and mature formed hedges shall be evenly trimmed in accordance with the species of plant concerned, ensuring that general shape, compactness, height and width are maintained unless otherwise instructed by the Engineer. Dead wood and uncharacteristic growth shall be removed. Trimming shall be carried out at a time of the day so as to minimise interference with, visitors, pedestrians and road traffic. The Contractor shall ensure that hedges in the vicinity of paths, walkways, roadways and parking areas are maintained to allow for unobstructed pedestrian and vehicular access.

## 10.6 Tree Maintenance

All operations will require a suitably qualified Arborist who has the skills to undertake all the various operations within this section. The Contractor shall ensure that Council owned trees in the vicinity of paths, walkways, roadways, parking areas and buildings are maintained to allow for unobstructed pedestrian and vehicular access.

The Contractor shall ensure that the correct technique of pruning is undertaken for the specific species. If confirmation of pruning techniques is required, the contractor shall consult the Engineer. Trees will be pruned to maintain clear visibility, and enable clear access by pedestrians. If staking is required it must be carried out using correct horticultural practices. All wooden stakes must be treated to withstand being in the ground